

(This plan expires 18 June 1955)

OFFICE OF RESEARCH AND REPORTS

7 June 1955

ORR Notice R33-55

25X1A SUBJECT : "Operation [REDACTED] 15 June--"M" - "Q" participation in

REFERENCE: (1) Memorandum to Building Emergency Officers from the Agency
Emergency Planning Officer; Subject: Overall Planning for
Evacuation and National Test Exercise (Operation [REDACTED])
[REDACTED] scheduled for 15 - 16 June 1955, dated 19 May 1955.

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25X1A REFERENCE: (2) ORR Regulation R10-3/2 with Annexes 1 through 7; Subject:
Fire, Disaster, and Air Raid Emergency Plan for "M" and
"Q" Buildings, dated 28 February 1955.

REFERENCE: (3) ORR Regulation R10-3/2, Annex 8; Subject: Fire, Disaster,
and Air Raid Emergency Plan for "M" and "Q" Buildings,
dated 28 April 1955.

1. PURPOSE:

This notice contains instructions for personnel of all CIA and GSA units in "M" and "Q" Buildings, less those individuals participating in the relocation test, for activities on 15 - 17 June.

2. SITUATION:

A Civil Defense Test Exercise designated "Operation [REDACTED]" has been scheduled for the period 15 - 17 June 1955. All components of CIA (less certain individuals participating in a relocation test,) will participate in a test on 15 June only with emphasis on building evacuation and assembly at available transportation for evacuation of each employee from the Metropolitan Area. All units of ORR and units of OCI, OCD, and GSA housed in Buildings "M" and "Q" will comply with the instructions contained in this plan.

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3. MISSION:

The mission of each unit of ORR and of each unit of OCI and OCD quartered in "M" and "Q" Buildings will be to evacuate the buildings in which they are quartered. Each individual will assemble, as expeditiously as possible, at a predesignated location where transportation will be available in the event complete evacuation of the Metropolitan Area were necessary.

4. DETAILED INSTRUCTIONS:

a. All personnel affected by this order will acquaint themselves with the instructions contained in ORR Regulation R10-3/2, dated 28 February 1955, including Annexes 1 through 8 (Annex 8 dated 28 April 1955).

b. Each staff unit and branch within the established Table of Organization affected by this order will assign the members of their respective units to specifically designated automobiles belonging to members of the branch of the unit concerned at a minimum ratio of four persons to each vehicle wherever possible including the operator. Alternate vehicles will be designated in the event that there is a greater number of vehicles available, on a day to day basis, than is required to transport each individual in accordance with this plan. No more than five persons including the operator, will be assigned to any one vehicle at this time. Units affected by this order that are not capable of transporting each member of their unit with vehicles available in the area on a day to day basis will be assigned to other vehicles available within the next higher unit of which they are an organic part, e.g., the Division or to the "M - Q" Building Emergency Officer if necessary.

c. Upon receipt of instructions to evacuate (see paragraph 4 below) all individuals will immediately secure classified and security information for which they may be responsible and execute instructions contained in Annex 2, ORR Regulation R10-3/2. (Exit routes designated by Annex 1a through d)

d. All individuals will move away from exits as rapidly as possible upon reaching the outside of the building and will proceed by the shortest direct route to the location of their assigned transportation.

e. It will be the responsibility of individuals affected by this plan to conduct any visitors to vehicles assigned within their branch or staff unit.

f. All individuals will remain with the motor vehicle to which they have been assigned for a minimum of fifteen minutes following the initial evacuation signal. In the event that any individual has failed to report to the vehicle to which he has been assigned within twenty minutes following the initial evacuation signal the remaining passengers will resume normal activities at that time.

g. Area wardens will execute instructions contained in Annex 4, ORR Regulation R10-3/2 (See also Annex 8, Regulation R10-3/2, for warden assignments).

h. Exit wardens will execute instructions contained in Annex 5, R10-3/2.

i. Room wardens will execute the instructions contained in Annex 3, ORR Regulation R10-3/2.

x. So much of paragraph 5 of Annex 5 as pertains to "designated areas" and so much of Annex 5 as pertains to Shelter Alarm is not applicable to the evacuation instructions contained in this order.

5. ADMINISTRATIVE:

Each Branch and/or Staff Chief affected by this order will submit to the "M" and "Q" Building Emergency Officer no later than 1700 10 June 1955 the list of individual vehicle assignments by name. The drivers will be designated

and will be furnished with a copy of the list submitted to the "M" and "Q" Building Emergency Officer by the branch or staff chief concerned. Drivers will note beside each name on their list the exact time at which his assigned passengers arrived at his vehicle during the testing period. All completed drivers' lists will be submitted to the "M" and "Q" Building Emergency Officer no later than 1700 hours 15 June 1955. The name and unit of any individual reporting to a vehicle in error or as a visitor (paragraph 3e above) will be noted by the driver on his passenger list.

6. SIGNAL:

a. The test alert signal is expected to take place at approximately 1205 hours EDST on 15 June and will consist of a continuous blast on sirens and horns lasting for approximately five minutes. This exercise will be initiated upon the sounding of this signal.

25X1A b. There will be no "all-clear" signal given. The evacuation phase of "Operation [REDACTED]" will be declared completed in accordance with the instructions contained in paragraph 3f above.

c. Questions will be referred to [REDACTED] on extension 2412.

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FOR AND WITH THE CONCURRENCE OF THE
ASSISTANT DIRECTORS FOR COLLECTION
AND DISSEMINATION, CURRENT INTELLI-
GENCE, AND RESEARCH AND REPORTS

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[REDACTED]
Building Emergency Officer

Distribution No. 3B